

## Minutes of the Suffield Permanent Building Commission

Thursday September 11, 2014

### PBC Members Present

Joe Sangiovanni, Chairman  
Bill Gozzo, member

Kevin Goff, member  
Cathie Ellithorpe, member

Glen Neilson, member

### Also Present

John Cloonan, Public Works  
Director  
Julie Oakes, Facilities Manager

Patrick McMahon, Economic  
Development  
Mel Chafetz, Kent Library  
Commission

Jackie Hemond, Library Director  
John Ireland, Silver Petrucelli  
Darryl Madey, Resident

**Call to order** The meeting was called to order at 7:04 p.m.

**Public Comment** Mr. Madey spoke about his concerns with the design of the new ADA Library Addition and he submitted his written comments to the commission. He requested that a special pick up and drop off area be worked into the plans on either side of the door so that patrons, especially children, do not have to exit vehicles directly onto Bank Lane. Mr. Madey also requested that more lights be added to the crosswalk area in addition to the speed bumps that are planned on either side of the raised crosswalk to increase safety.

Mr. Chafetz informed the commission that the major library donor has decided to extend his agreement with the Town until January 1, 2015.

**Correspondence** None

### Review of July 31, 2014 Minutes

- Ms. Ellithorpe made a motion to approve the minutes of the July 31, 2014 meetings with 1 spelling change and one wording change. Mr. Neilson seconded, all in favor, motion passed unanimously.

### Kent Memorial Library ADA addition and HVAC Project

- Chairman Sangiovanni confirmed that the State Historic Preservation Organization (SHPO) did not approve the most recent window plan design that was submitted. The Commission will have to forego the \$200,000 SHPO grant and move forward with the project. Discussion ensued as to whether the plans could go back to the less costly Pilkington Design that uses a thinner glass in combination with a fin support system. This plan would need approval again from the Suffield Historic District Commission.
- Mr. Ireland explained how the original Pilkington system worked with a fin on the inside. There is a top and bottom track, and the lower track holds the weight of the glass. The panels are joined with a structural silicone sealant. The shutters on the building need to be addressed in some way as to not interfere with the track system.  
The exterior appearance of the fins from the road will look the same as it looks today. He suggests using a standard system with a glazed  $\frac{3}{4}$ " fin to keep the cost down. There are more choices in the companies that do fin type systems.
- Chairman Sangiovanni made a **motion** to authorize Mr. Ireland to explore a lower cost option for the windows that is similar to the courtyard with a fin on the interior. Mr. Goff seconded, all in favor. Motion passed unanimously. Mr. Ireland will come back in two weeks with his recommendation.
- Mr. Ireland discussed the wording that should be used in RFP's for qualifying bidders. He recommends using AIA form 305, the Qualification Statement Form to select potential contractors.
- Mr. Cloonan asked whether the Town is required to advertise on the DAS website. Mr. Ireland said it was not necessary, just be sure to follow your own in house bidding policy.
- Ms. Oakes asked about the Hazmat Plan. Mr. Ireland said the specs should be included in both projects. She also asked for a recommendation as to when to request another Dept. of Labor prevailing wage package. Since there is only a twenty day window with each request, it was agreed upon for her to file again on September 22<sup>nd</sup>.

### Invoices

- Chairman Sangiovanni made a motion to approve invoice # 2494 from **BLD Construction** in the amount of \$19,900.00 for completion of the shingle roof project at McAlister School. Mr. Neilson seconded, all in favor. Motion passed unanimously.
- Chairman Sangiovanni made a motion to pay only \$11,600.00 for 100% CD's on invoice #35525 from **Tecton Architects** for the Kent Library ADA project. The balance of the invoice will be tabled until more information is received. Mr. Neilson seconded, all in favor. Motion passed unanimously.
- Ms. Ellithorpe made a motion to approve invoice #SHSSO from **Power Point Energy** in the amount of \$10,214.51 for a tie in to the SHS existing energy management system at the VOAG LAF. Mr. Goff seconded, all in favor. Motion passed unanimously.
- Ms. Ellithorpe made a motion to approve invoice #10643 for **JTN** in the amount of \$12,700.00 for fiber optic work done at Ffyer Place for the temporary Library move. Mr. Gozzo seconded, all in favor. Motion passed unanimously.
- Mr. Goff made a motion to approve invoice #4828 from **Reliable Plumbing** in the amount of \$5,000.00 for installation of the animal waterers at the VOAG LAF. Mr. Neilson seconded, all in favor. Motion passed unanimously.
- Chairman Sangiovanni made a motion to approve all the invoices from **Beacon Mechanical** (#103163, #103165, #103436, #103164) for repairs under the LAF grant in the amount of \$4,425.63 for work done on the air conditioners at the Vo-Ag LAF. Mr. Neilson seconded, all in favor. Motion passed unanimously.

### Executive Session

- At 8:50 Chairman Sangiovanni made a motion to go into Executive Session, seconded by Mr. Goff, all in favor.
- The Committee came out of Executive Session at 9:12 p.m.

**Adjourn** There was a motion made and seconded to adjourn at 9:15 p.m.

**Next Meeting Date** The next meeting of the PBC will be Tuesday September 23, 2014.

Submitted by  
Linda Zaffetti

Joseph J. Sangiovanni, Chairman of the PBC